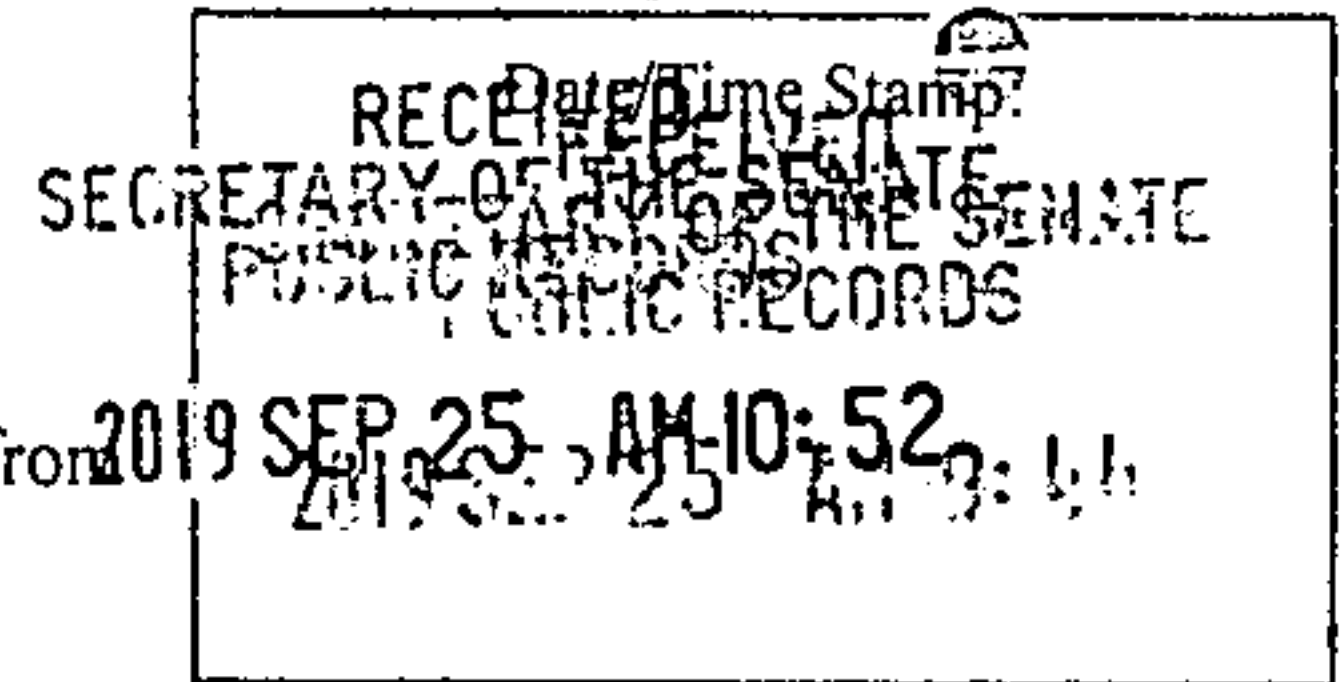


# Employee Post-Travel Disclosure of Travel Expenses



**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The original *Employee Pre-Travel Authorization* (Form RE-1), **AND**  
☐ A copy of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Atlantic Council

Travel date(s): 08/24/2019 - 08/31/2019

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	\$2202.91	\$985.50	\$630.15	n/a
<input checked="" type="checkbox"/> Actual Amount				

## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	N/A	N/A	N/A	N/A
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.):

See attached itinerary

9-20-19  
(Date)

BAKE SOUTER  
(Printed name of traveler)

[Signature]  
(Signature of traveler)

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9/23/19  
(Date)

[Signature]  
(Signature of Supervising Senator/Officer)



May 29, 2019

On behalf of the Atlantic Council, it is my pleasure to invite you to join a staff delegation to Ukraine led by the Council's Eurasia Center. The trip will take place from **August 24 to August 31, 2019**.

We hope that you can join this timely trip. Should you have any questions or require any additional information, please do not hesitate to contact me, or my colleague Emily Spak ([espak@atlanticcouncil.org](mailto:espak@atlanticcouncil.org)).

Paul H.

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## Agenda: Ukraine Study Trip, 2019

August 24, 2019 to  
August 31, 2019  
Ukraine

### Saturday, August 24, 2019

6:05 p.m. Departure from Washington, DC  
Location: Washington Dulles International Airport  
Flight: United Airlines Flight 52

### Sunday, August 25, 2019

8:05 a.m. Arrival in Zurich, Switzerland  
Location: Zurich Airport

9:40 a.m. Departure from Zurich, Switzerland  
Location: Zurich Airport  
Flight: Swiss International Airlines Flight 2290

1:20 p.m. Arrival in Kyiv, Ukraine  
Location: Boryspil International Airport

2:45 – 3:30 p.m. Travel to Hotel, Check-in  
Location: Radisson Blu Hotel, Yaroslaviv Val St, 22, Kyiv, Ukraine, 02000  
Transportation: Shuttle

5:00 p.m. – 7:00 p.m. Meeting with Ambassador William B. Taylor, U.S. Chargé d'Affaires, a.i  
Topics of discussion: Ukraine's new political administration, US-Ukraine relations, Ukraine-Russia relations  
Relevance: Staffers will hear from the current top US political figure in Ukraine who has had major insight into and interactions with both past presidential administrations and in the current administration. They will receive insight into the political environment of Ukraine, as well as its relations with various partners, especially the United States.

7:30 p.m. – 10:30 p.m. Briefing and Dinner: The Current State of Ukraine  
Location: The Last Barricade, Maidan Nezalezhnosti, 1, Kyiv, 02000  
Transportation: Walking  
Topics of discussion: The new Ukrainian administration  
Relevance: Staffers will receive an overview of Ukraine's current political situation from the perspective of a former US ambassador to Ukraine, with a particular focus on the events at Maidan in 2014.

### Monday, August 26, 2019

10:00 a.m. – 10:45 a.m. Travel to the National Museum of Folk Architecture and Life of Ukraine  
Location: Meet in Radisson Blu lobby  
Transportation: Shuttle

11:15 a.m. – 12:15 p.m. Docent Tour of Museum of Folk Architecture and Life of Ukraine  
Location: National Museum of Folk Architecture and Life of Ukraine, Vulytsya Akademika Tron'ka, Kyiv, Ukraine, 03026

Topics: The history of Ukraine's culture and society

Relevance: The docent tour of this museum will provide staffers with a general overview of Ukraine's history, culture, and society. This will provide a background that will be relevant for the rest of the trip and will help to give context for Ukraine's more modern political movements and challenges.

- 12:15 p.m. – 1:00 p.m. **Exhibition Viewing and Briefing: Ukraine Before the Revolution**  
Location: National Museum of Folk Architecture and Life of Ukraine, Vulytsya Akademika Tron'ka, Kyiv, Ukraine, 03026  
Topics: Ukraine's political and cultural status prior to the Russian Revolution.  
Relevance: Staffers will view an exhibition on life in Ukraine's countryside prior to the Russian Revolution, particularly in the Russian-speaking regions in Ukraine's East. They will be briefed on Ukraine's relations with its neighbors at that time, the sequence of events in Ukraine prior to the revolution, and the distinctions between historical Russian and Ukrainian culture. This will provide additional context for the Ukraine's transformation over time and the current state of Ukrainian political and cultural life.
- 1:00 p.m. – 1:45 p.m. **Exhibition Viewing and Briefing: Ukraine Under the Soviet Union**  
Location: National Museum of Folk Architecture and Life of Ukraine, Vulytsya Akademika Tron'ka, Kyiv, Ukraine, 03026  
Topics: Ukraine's political and cultural status during the time of the Soviet Union.  
Relevance: Staffers will view an exhibition on life in Ukraine's countryside after the Russian Revolution, during the time of the Soviet Union. The focus will be on the Russian-speaking regions in Ukraine's East. Staffers will be briefed on the effect that the Soviet Union had on Ukrainian political and cultural life, particularly the repression of Ukrainian identity. This will provide context for Ukraine's modern relationship with Russia.
- 1:45 p.m. – 2:30 p.m. **Exhibition Viewing and Briefing: Ukraine's Religions**  
Location: National Museum of Folk Architecture and Life of Ukraine, Vulytsya Akademika Tron'ka, Kyiv, Ukraine, 03026  
Topics: The history and current status of religious life in Ukraine.  
Relevance: Staffers will view historical churches at the museum and receive a briefing on the history and current status of religious life in Ukraine. The focus will be on the co-existence of Russian and Ukrainian Orthodox churches, and the conflict that has often arisen between the two groups, including religious splits within the last few years. This will provide context for the role of religion in Ukraine's current culture and politics.
- 3:00 p.m. – 4:15 p.m. **Lunch**  
Location: Kozachuk, Volodymyra Brozhka St, 118, Kyiv, Kyiv Oblast, 03038  
Transportation: Shuttle
- 4:15 p.m. – 5:00 p.m. **Travel to Boryspil International Airport**  
Transportation: Shuttle
- 7:25 p.m. **Departure from Kyiv, Ukraine for Kharkiv, Ukraine**  
Location: Boryspil International Airport  
Flight: Ukraine International Airlines Flight 23
- 8:25 p.m. **Arrival in Kharkiv, Ukraine**  
Location: International Airport Kharkiv
- 8:45 p.m. – 11:45 p.m. **Dinner with Representatives from the Security Service of Ukraine (SBU) and Military Leadership in the Region**



Location: Kharkiv, Ukraine

Transportation: Shuttle

Participants: Head representatives from the Security Service of Ukraine and military leadership in the region. Including Ambassador Valery Hrebeniuk, Andriy Kyseliov, Oleh Kotsiuba.

Topics of discussion: The conflict in eastern Ukraine; the state of Ukrainian forces in the region, activities of Kremlin interference in the region, and the effect on local residents.

Relevance: Staffers will receive an update on the conflict in eastern Ukraine from security experts in the region and be provided with additional context for the trip to Kramatorsk and their meetings in eastern Ukraine.

11:50 p.m. - 12:15 a.m. Travel to Hotel, Check-in

Location: Kharkiv Palace Hotel, 2 Nezalezhnosti Avenue, Kharkiv, 61058

Transportation: Shuttle

## **Tuesday, August 27, 2019**

9:30 a.m.

Departure from Kharkiv, Ukraine for Kramatorsk, Ukraine

Transportation: Shuttle

12:00 p.m.

Arrival in Kramatorsk, Ukraine

12:00 p.m. – 1:30 p.m.

Tour and Briefing on the State of the Operation of the United Forces

Location: Headquarters of the Operation of the United Forces, Kramatorsk, Ukraine

Participants: Representatives of the Operation of the United Forces and the Security Service of Ukraine

Topics of discussion: The conflict in eastern Ukraine and the state of Ukrainian forces in the region, specifically the Operation of the United Forces.

Relevance: Staffers will receive an update on the conflict in eastern Ukraine from military experts in the region, learn about Ukrainian military capabilities, and will tour the Kramatorsk base of the Operation of the United Forces.

1:30 p.m. – 2:30 p.m.

Lunch and Discussion with Representatives of the Operation of the United Forces

Location: Headquarters of the Operation of the United Forces, Kramatorsk, Ukraine

Participants: Representatives from the Operation of the United Forces and the Security Service of Ukraine.

Topics of discussion: The conflict in eastern Ukraine and the state of Ukrainian forces in the region, specifically the Operation of the United Forces.

Relevance: Staffers will receive further updates on the conflict in eastern Ukraine from military experts in the region.

3:30 p.m. – 5:00 p.m.

Meeting with Local Activists and Residents, Tour of the Window to America in the Sloviansk Library

Location: Sloviansk Library, Sloviansk, Ukraine

Participants: Local residents representing local NGOs, news sources, and government, including: Movement for Strong Communities (NGO), Sloviansk Together (NGO), Ukrainians for Donetsk Oblast (NGO), East and West Together (NGO), Women Helping Veterans (NGO), Sloviansk Community Council, Oblast Administration for Veterans Affairs

Topics of discussion: History of the USAID funded Window to America in the Sloviansk Library. The effect of the conflict in eastern Ukraine on residents in the area and the current state of security and society in frontline communities.

Relevance: Staffers will learn about the conflict in eastern Ukraine from the perspective of local civilians and activists.

- 5:00 p.m. – 5:45 p.m. Tour of Administrative Service Center  
Location: Administrative Service Center, Sloviansk, Ukraine  
Participants: Local NGO leaders and administrative center coordinators  
Relevance: Staffers will learn about the Center funded by the EU and United Nations Development Program as part of its project on recovery, peacebuilding and governance in Ukraine. Staffers learn about the Center's work on strengthening community security, social cohesion and supporting the economic recovery of conflict-affected communities, as well as furthering the implementation of decentralization and healthcare reforms in government-controlled areas of the Donetsk and Luhansk regions.
- 5:45 p.m. Departure from Sloviansk, Ukraine for Kharkiv, Ukraine
- 7:15 p.m. – 10:30 p.m. Briefing and Dinner: Future of the Ukraine Conflict  
Location: Restaurant in Kharkiv, Ukraine  
Participants: Representatives from the Armed Forces of Ukraine and the Security Service of Ukraine.  
Topics of discussion: The historical roots of the conflict in eastern Ukraine, and an in-depth history of the conflict since 2014, and how the conflict may look going forward.  
Relevance: Staffers will receive an in-depth briefing on the potential future of the conflict in eastern Ukraine.

### **Wednesday, August 28, 2019**

- 9:00 a.m. Travel to International Airport Kharkiv  
Transportation: Shuttle
- 11:30 a.m. Departure from Kharkiv, Ukraine for Kyiv, Ukraine  
Location: International Airport Kharkiv  
Flight: Ukraine International Airlines Flight 26
- 12:30 p.m. Arrival in Kyiv, Ukraine  
Location: Boryspil International Airport
- 1:30 p.m. Travel to Hotel, Check-in  
Location: Radisson Blu Hotel, Yaroslaviv Val St, 22, Kyiv, Ukraine, 02000  
Transportation: Shuttle
- 1:30 p.m. – 2:30 p.m. Lunch
- 3:00 p.m. – 4:00 p.m. Meeting with Andriy Kobolyev, CEO, Naftogaz of Ukraine  
Location: B. Khmel'nitskogo St., 6, Kyiv, 01601, Ukraine  
Transportation: Shuttle  
Participants: CEO, Andriy Kobolyev, Director of Corporate Communications Aliona Osmolovska; Director of Integrated Gas Division Andrew Favorov  
Topics of discussion: The history of Naftogaz as a state-owned company in Ukraine and the company reforms that have taken place within the last few years, Ukraine's energy security.  
Relevance: Staffers will learn about the history of corruption within an important national company, and the steps the company has taken since 2014 to reform. Ukraine's energy security and how it relates to Europe and Russia.

- 4:15 p.m. – 5:45 p.m. Meeting with Petro Poroshenko, Former President of Ukraine, Head of European Solidarity Party  
Location: European Solidarity Party Headquarters, Kyiv  
Transportation: Shuttle  
Topics of discussion: The new governmental administration, the European Solidarity Party's priorities in parliament, the Minsk process, Ukraine-Russia relations  
Relevance: Staffers will hear from the former president of Ukraine and will learn about his future plans following his presidency, along with his thoughts on the policies of the new administration.
- 6:00 p.m. – 9:00 p.m. Dinner with newly appointed Rada Members from Servant of the People Party  
Location: Musafir, Saksahanskoho St, 57A, Kyiv, 02000  
Transportation: Shuttle  
Participants: Bohdan Yarenenko, Head of the Committee on Foreign Policy and Interparliamentary Cooperation, Maryna Bardyna, Mykyta Poturayev, Olena Khomenko, Sviatoslav Yurash  
Topics of discussion: Eating at a restaurant founded and run by a Crimean Tatar family, the situation in Crimea and for Crimean Tatars will be discussed. New policies, particularly on foreign relations, for President Zelenskyy's new government to enact are shared.  
Relevance: Staffers will hear the viewpoint of newly appointed Rada members within the majority party. They will also hear details of plans for reforms, increased gender equality, and relations with the Ukrainian diaspora community.

#### Thursday, August 29, 2019

- 10:30 a.m. – 12:00 p.m. Meeting with Oleksandr Lytvynenko, Director of the National Institute of Strategic Studies  
Location: National Institute of Strategic Studies, Pyrohova St, 7a, Kyiv, 01030  
Transportation: Walking  
Topics of discussion: Priority areas for Ukraine's development in defense, security and overall development.  
Relevance: Staffers will learn more about the new administration's priorities for security, development, reform and international cooperation.
- 12:30 p.m. – 1:45 p.m. Meeting with USAID Regional Mission for Ukraine and Belarus Leadership  
Location: US Embassy in Ukraine, Aviakonstruktor Igor Sikorsky St, 4, Kyiv, Ukraine, 04112  
Transportation: Shuttle  
Participants: Regional Mission Director Susan Fritz; Director, Office of Program Coordination and Strategy for USAID Regional Mission for Ukraine and Belarus, David Hatch; Director, Office of Democracy and Governance, USAID Ukraine, Moldova and Belarus, Thomas White  
Topics of Discussion: USAID activities and priorities in Ukraine, cooperation with the new Ukrainian administration.  
Relevance: Staffers will hear more about the societal needs and progress in Ukraine and how US funding is utilized nationally through USAID.
- 2:15 p.m. – 2:45 p.m. Lunch  
Location: Salateira Sahaidachnogo, Petra Sahaidachnoho St, 37, Kyiv, 02000  
Transportation: Shuttle
- 3:00 p.m. – 4:30 p.m. Meeting with Security Service of Ukraine (SBU) Leadership  
Location: Security Service of Ukraine Headquarters, Kyiv  
Transportation: Walking







Topics of discussion: Dr. Suprun's work in her position, her career, and the recent health reforms in Ukraine, Ukraine's veterans, the new administration's plans for health care

Relevance: Staffers will hear the unique viewpoint of a Ukrainian-American working in the Ukrainian government. They will also hear details of the recent overhaul of the healthcare system in Ukraine, which thus far has been described as successful.

5:00 p.m. – 6:00 p.m. Meeting with Hryhoriy Nemyria, former Deputy Prime Minister, Foreign Policy Advisor to Yulia Tymoshenk, and Current Member of the Verkhovna Rada  
Location: Batkivshchyna Party Headquarters, Turivska St, 13, Kyiv, Ukraine 02000  
Transportation: Shuttle  
Topics of discussion: Batkivshchyna party, reform plans and relationship with other parties in parliament.  
Relevance: Staffers will hear the viewpoint of MP Nemyria, who has been participating in Ukrainian politics for several decades. They will hear about how Ukraine's political landscape and foreign relations have changed over time.

6:30 p.m. – 9:30 p.m. Dinner Discussion: Media in Ukraine  
Location: L'o Kosmopolit, Volodymyrska St, 47, Kyiv, 01034  
Transportation: Shuttle  
Participants: Peter Dickinson, Eurasia Center Senior Fellow, Atlantic Council; Victor Tregubov, Editor-in-Chief of online publication "Petr & Mazepa", editor-in-chief Censor.NET, Yuriy Butusov  
Topics of discussion: The state of the media in Ukraine, disinformation campaigns in the countries, and the independence and freedom of the press.  
Relevance: Staffers will learn about the state of the media and Ukraine and how it could affect public opinion locally in the rest of the world.

### **Saturday, August 31, 2019**

4:00 a.m. Depart for Boryspil International Airport  
Transportation: Shuttle

7:00 a.m. Departure from Kyiv, Ukraine  
Location: Boryspil International Airport  
Flight: Austrian Airlines Flight 668  
Transportation: Shuttle to airport

8:00 a.m. Arrival in Vienna, Austria  
Location: Vienna International Airport

10:35 a.m. Departure from Vienna, Austria  
Location: Vienna International Airport  
Flight: United Airlines Flight 9821

2:30 p.m. Arrival in Washington, DC  
Location: Washington Dulles International Airport

## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): Atlantic Council
2. Description of the trip: Study trip to Ukraine, including meetings with members of the government, opposition parties, civil society, journalists, and others.
3. Dates of travel: 08/24/2019 - 08/31/2019
4. Place of travel: Kyiv and Kharkiv, Ukraine (with day trip to Kramatorsk, Ukraine)
5. Name and title of Senate invitees: See attached.
6. I *certify* that the trip fits one of the following categories:
  - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
  - ~~OR~~
  - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
  - ~~AND~~
  - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
  - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
  - ~~AND~~
  - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

**9. USE ONLY IF YOU CHECKED QUESTION 6(B)**

**I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:**

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

**OR**

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

**OR**

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

**10. USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The Atlantic Council is the sole sponsor of the trip and is organizing, conducting, and funding all aspects of the trip. The Eurasia Center, as a program within the Atlantic Council, is primarily organizing and conducting the trip:

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Atlantic Council promotes leadership and engagement in international affairs. The Atlantic Council's Eurasia Center aims to enhance transatlantic cooperation and generate awareness about Eurasia.

The purpose of the trip is to educate and increase awareness of the region among congressional staffers.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The Atlantic Council has previously sponsored several congressional trips. The Atlantic Council's Eurasia Center specifically sponsored a similar congressional trip to Ukraine from 08/25/2018-09/01/2018.

**SECRET**



15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Atlantic Council regularly hosts events for attendance by the general public and publishes reports that are freely available to the public. The Atlantic Council's Eurasia Center hosts events for the general public and publishes reports for the general public specifically on the Eurasia region.

**16. Total Expenses for Each Participant:**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate  <input type="checkbox"/> Actual Amounts	Total: \$2,155  Flights: \$1,910  Shuttle: \$245 (\$35 per day)	Total: \$980 Radisson Blu Hotel (Kyiv): \$170/night, 4 nights Kharkiv Palace Hotel (Kharkiv): \$150/night, 2 nights	Total: \$745  Kyiv: \$130, 5 days  Kharkiv and Kramatorsk: \$95, 1 day	None

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

**The trip is organized with regard to congressional participation.**

**18. Reason for selecting the location of the event or trip**

The Atlantic Council's Eurasia Center selected the location of the trip based on the Center's focus  
on Ukraine and the surrounding region.

19. Name and location of hotel or other lodging facility:

**Kyiv: Radisson Blu Hotel, 22 Yaroslaviv Val Street, 01054 Kyiv, Ukraine**

**Kharkiv: Kharkiv Palace Hotel, 2 Nezalezhnosti Avenue, Kharkiv, 61058, Ukraine**

20. Reason(s) for selecting hotel or other lodging facility:

The hotels were selected based on location, availability, and rates.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

**The lodging rates are below the maximum per diem rates for official Federal Government travel.**

The meal rates are equal to the maximum per diem rates for official Federal Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

**Transportation will include: commercial coach-class flights between DC and Kyiv; commercial**

coach-class flights between Kyiv and Kharkiv; rented shuttle (coach equivalent) in both Kyiv and Kharkiv.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

**The trip will not include entertainment paid for or reimbursed to Senate invitees.**

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

**Signature of Travel Sponsor:**

**Name and Title:** Geysa Gonzalez, Deputy Director, Eurasia Center

Name of Organization: Atlantic Council

**Address:** 1030 15th Street NW, 12th Floor

Telephone Number: (202) 599-8620

**Fax Number:** (202) 463-7241

E-mail Address: [ggonzalez@atlanticcouncil.org](mailto:ggonzalez@atlanticcouncil.org)

**U.S. Senate  
Committee on Ethics**

## Private Sponsor Travel Certification Form

## 5. Senate employees invited

- (1) Valli Sanmugalingam, National Security Legislative Assistant, Office of Senator Bob Casey
- (2) Feras Sleiman, Assistant Counsel, Office of Senator Elizabeth Warren
- (3) Blake Souter, National Security Legislative Assistant, Office of Senator Tammy Baldwin
- (4) Benjamin Voelkel, Communications Director, Office of Senator Ron Johnson

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# United States Senate

## SELECT COMMITTEE ON ETHICS

August 2, 2019

Blake Souter  
Office of Senator Tammy Baldwin  
United States Senate  
Washington, DC 20510

Dear Mr. Souter:

This responds to your recent correspondence concerning an invitation you received to travel on a fact-finding trip to Kyiv and Kharkiv, Ukraine, from August 24–31, 2019, sponsored by the Atlantic Council. The Atlantic Council certified to the Select Committee on Ethics (the Committee) that it will pay the *necessary expenses*<sup>1</sup> related to the travel and that it is neither a lobbyist, nor lobbying firm, nor agent of a foreign principal, and it is not otherwise acting as a representative or agent of a foreign government. The Atlantic Council has also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal and that no registered lobbyist or agent of a foreign principal will accompany you at *any point throughout your trip*.<sup>2</sup>

Based on information and materials available to the Committee, and assuming the actual travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip may be accepted under relevant Senate Rules and the Committee's *Regulations and Guidelines for Privately-Sponsored Travel*, so long as at the time of the payment or reimbursement, the Atlantic Council is neither a registered lobbyist nor lobbying firm under the Lobbying Disclosure Act of 1995, nor an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel Certification Form*, and all relevant attachments (e.g., the private sponsor's invitation and itinerary) within 30 days of the conclusion of Privately-Sponsored Travel.

<sup>1</sup> The term "necessary expenses" has a specific definition. See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 8.

<sup>2</sup> The term "any point throughout your trip" has a specific definition. See *Select Committee on Ethics' Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 2.

The Committee has determined that § 501(c)(3) non-profit organizations that are classified as private foundations, as opposed to public charities, may not pay for transportation from the United States to a foreign country.<sup>3</sup> However, the Atlantic Council represented to the Committee that it is a § 501(c)(3) public charity, as opposed to a private foundation, pursuant to the Internal Revenue Code.<sup>4</sup>

Please be advised that the United States Constitution prohibits the acceptance of any gift, including a meal, from a foreign government without the consent of Congress. In the Foreign Gifts and Decorations Act (FGDA), Congress consented to the acceptance by federal government officials of: (1) gifts of minimal value and (2) travel or the expenses for travel taking place entirely outside the United States, from a foreign government (which includes those acting as a representative or agent of a foreign government).<sup>5</sup> The Senate has defined minimal value as \$100 or less. Further, pursuant to FGDA, there are certain reporting and procedural requirements that are imposed upon Members, officers, and employees who accept gifts from a foreign government. Please review the Committee's "Dear Colleague" letter of January 11, 2019, setting forth the items to be included in filing that report.

Finally, Senate Rule 34 requires a reporting individual,<sup>6</sup> on his or her Financial Disclosure Report, to make an annual disclosure of the receipt of payments or reimbursements under Senate Rule 35 from a private sponsor for officially-related travel expenses where, in the aggregate, travel expenses exceed \$390 from that sponsor during a calendar year. However, if a Member, officer, or employee properly reports the receipt of necessary expenses for such travel to the Secretary of the Senate within 30 days of the travel, as discussed above, the travel expenses need not be disclosed a second time on their Financial Disclosure Report.

**If you have any additional questions, please do not hesitate to contact the Committee.**

Sincerely,

Deborah Su Mayer

Deborah Sue Mayer  
Chief Counsel and Staff Director

**Enclosure: Travel Checklist**

<sup>3</sup> See 26 U.S.C. § 4941 et seq. Section 501(c)(3) of the Internal Revenue Code broadly defines non-profit, charitable, tax-exempt organizations. These § 501(c)(3) organizations are then further defined or designated as "public charities" and "private foundations."

<sup>4</sup> 26 U.S.C. § 501(c)(3).

<sup>5</sup> 5 U.S.C. § 7342.

<sup>6</sup> A reporting individual is someone whose salary equals or exceeds 120% of the basic rate of pay for GS-15 (\$127,914 for CY 2019) or is a political fund designee and is required to file Financial Disclosure Reports.



☐ Retain a copy of your complete Pre-Travel Authorization Package for inclusion in your required post-travel disclosure.



**Prior to Traveling: Receive a Letter of Approval from the Committee**

- ☐ Obtain a letter from the Committee. You may only accept the trip after receiving a letter from the Committee specifically authorizing your participation in the privately-sponsored travel.

## Post-Travel Disclosure

**Within 30 Days of Conclusion of Privately-Sponsored Travel: Submit Completed Post-Travel Disclosure Package**

*File with the Office of Public Records in SH-232*

- ☐ Ensure submission of Post-Travel Disclosure Package is timely.
  - ☐ Post-Travel Disclosure Packages must be submitted to the Office of Public Records within 30 days of completion of Privately-Sponsored Travel. Trip extensions for any purpose do not extend this deadline.
- ☐ Complete Employee Post-Travel Disclosure of Expenses Form (Form RE-2)
  - ☐ Ensure this form is typed and that all of the fields are completed.
  - ☐ Ensure your supervising Senator or Officer has signed the form after determining the actual trip expenses were necessary under Senate Rules and the Committee's Privately-Sponsored Travel Guidelines.
  - ☐ Personally sign this form.
- ☐ Ensure Post-Travel Disclosure Package is complete. A complete Package includes:
  - ☐ Form RE-1
  - ☐ Form RE-2
  - ☐ Private sponsor invitation (the formal invitation, letter or e-mail you received from the private sponsor).
  - ☐ Completed and signed Private Sponsor Travel Certification Form (verify with the private sponsor that you have the correct and final version of the form).
  - ☐ All attachments to the Private Sponsor Travel Certification Form
    - ☐ Complete and final itinerary
    - ☐ List of Senate invitees
    - ☐ Any other necessary attachments

**Please contact the Committee if you have any questions.**

**Phone: (202)-224-2981**

**Fax:** (202)-224-7416

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**EMPLOYEE PRE-TRAVEL AUTHORIZATION**

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Blake Souter

Employing Office/Committee: Senator Tammy Baldwin

Private Sponsor(s) (list all): Atlantic Council

Travel date(s): August 24, 2019 - August 31, 2019

*Note: If you plan to extend the trip for any reason you must notify the Committee.*

Destination(s): Kyiv and Kharkiv, Ukraine (with a day trip to Kramatorsk, Ukraine).

Explain how this trip is specifically connected to the traveler's official or representational duties:

As the defense, foreign relations and national security legislative assistance for Senator Tammy Baldwin, this trip is critical in enhancing my understanding of U.S. policy pertaining to Ukraine and Russia and will assist in her role as a member of the Defense Appropriations Subcommittee particularly as the Senate considers security assistance and funding for Ukraine and Eastern European allies. This trip will focus on Ukraine's efforts to combat Russian provocations and violations of international law, all policy topics currently being discussed in the Senate.

Name of accompanying family member (if any): N/A

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

7-24-2019

(Date)

[Signature]

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Tammy Baldwin hereby authorize Blake Souter  
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

7-24-2019

(Date)

[Signature]  
(Signature of Supervising Senator/Officer)



May 29, 2019

On behalf of the Atlantic Council, it is my pleasure to invite you to join a staff delegation to Ukraine led by the Council's Eurasia Center. The trip will take place from August 24 to August 31, 2019.

We hope that you can join this timely trip. Should you have any questions or require any additional information, please do not hesitate to contact me, or my colleague Emily Spak ([espak@atlanticcouncil.org](mailto:espak@atlanticcouncil.org)).

Paul H. H.

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## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): Atlantic Council
2. Description of the trip: Study trip to Ukraine, including meetings with members of the government, opposition parties, civil society, journalists, and others.
3. Dates of travel: 08/24/2019 - 08/31/2019
4. Place of travel: Kyiv and Kharkiv, Ukraine (with day trip to Kramatorsk, Ukraine)
5. Name and title of Senate invitees: See attached.
6. I *certify* that the trip fits one of the following categories:
  - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
  - OR –
  - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
  - AND –
  - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
  - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
  - AND –
  - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

— OR —

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

— OR —

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The Atlantic Council is the sole sponsor of the trip and is organizing, conducting, and funding all aspects of the trip. The Eurasia Center, as a program within the Atlantic Council, is primarily organizing and conducting the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Atlantic Council promotes leadership and engagement in international affairs. The Atlantic Council's Eurasia Center aims to enhance transatlantic cooperation and generate awareness about Eurasia.

The purpose of the trip is to educate and increase awareness of the region among congressional staffers.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

The Atlantic Council has previously sponsored several congressional trips. The Atlantic Council's Eurasia Center specifically sponsored a similar congressional trip to Ukraine from 08/25/2018-09/01/2018.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The Atlantic Council regularly hosts events for attendance by the general public and publishes reports

that are freely available to the public. The Atlantic Council's Eurasia Center hosts events for the general

public and publishes reports for the general public specifically on the Eurasia region.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	Total: \$2,155 Flights: \$1,910 Shuttle: \$245 (\$35 per day)	Total: \$980 Radisson Blu Hotel (Kyiv): \$170/night, 4 nights Kharkiv Palace Hotel (Kharkiv): \$150/night, 2 nights	Total: \$800  Kyiv: \$130 per diem  Kharkiv and Kramatorsk: \$95 per diem	None
<input type="checkbox"/> Actual Amounts				

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip is organized with regard to congressional participation.

18. Reason for selecting the location of the event or trip

The Atlantic Council's Eurasia Center selected the location of the trip based on the Center's focus

on Ukraine and the surrounding region.

19. Name and location of hotel or other lodging facility:

Kyiv: Radisson Blu Hotel, 22 Yaroslaviv Val Street, 01054-Kyiv, Ukraine

Kharkiv: Kharkiv Palace Hotel, 2 Nezalezhnosti Avenue, Kharkiv, 61058, Ukraine

20. Reason(s) for selecting hotel or other lodging facility:

The hotels were selected based on location, availability, and rates.



21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

All lodging and meals are below the maximum per diem rates for official Federal Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Transportation will include: commercial coach-class flights between DC and Kyiv; commercial coach-class flights between Kyiv and Kharkiv; rented shuttle (coach equivalent) in both Kyiv and Kharkiv.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

The trip will not include entertainment paid for or reimbursed to Senate invitees.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: 

Name and Title: Geysa Gonzalez, Deputy Director, Eurasia Center

Name of Organization: Atlantic Council

Address: 1030 15th Street NW, 12th Floor

Telephone Number: (202) 599-8620

Fax Number: (202) 463-7241

E-mail Address: ggonzalez@atlanticcouncil.org





August 24, 2019 to  
August 31, 2019  
Ukraine

**Saturday, August 24, 2019**

**Sunday, August 25, 2019**

**6:00 p.m. – 9:00 p.m.** Briefing and Dinner: The State of Ukraine  
Location: TBD  
Transportation: Shuttle  
Briefers and topics of discussion:  
 Ambassador John Herbst, Director of the Atlantic Council's Eurasia Center  
 (Ukraine's political, economic, and security situation)  
Relevance: Staffers will receive an overview of Ukraine's current political  
 situation from the perspective of a former US ambassador to Ukraine.

**10:00 a.m. – 3:00 p.m.** Visit to the National Museum of Folk Architecture and Life of Ukraine  
Location: Vulytsya Akademika Tron'ka, Kyiv, Ukraine, 03026  
Topics: The history of Ukraine's culture and society  
Relevance: The visit to this museum will provide staffers with general knowledge of Ukraine's history, culture, and society. This will provide a background that will be relevant for the rest of the trip, and will give context for Ukraine's more modern political movements and challenges.



4:00 p.m. – 5:00 p.m. Travel to Boryspil International Airport  
Transportation: Shuttle

5:45 p.m. – 6:45 p.m. Dinner  
Location: Boryspil International Airport

7:25 p.m. Departure from Kyiv, Ukraine for Kharkiv, Ukraine  
Location: Boryspil International Airport  
Flight: Ukraine International Airlines Flight 23

8:25 p.m. Arrival in Kharkiv, Ukraine  
Location: International Airport Kharkiv

9:30 p.m. Travel to Hotel, Check-in  
Location: Kharkiv Palace Hotel, 2 Nezalezhnosti Avenue, Kharkiv, 61058  
Transportation: Shuttle

**Tuesday, August 27, 2019**

8:00 a.m. Departure from Kharkiv, Ukraine for Kramatorsk, Ukraine  
Transportation: Shuttle

10:30 a.m. Arrival in Kramatorsk, Ukraine

10:30 a.m. – 12:00 p.m. Tour and Briefing on the State of the Operation of the United Forces  
Location: Headquarters of the Operation of the United Forces, Kramatorsk, Ukraine  
Participants:  
Topics of discussion: The conflict in eastern Ukraine and the state of Ukrainian forces in the region, specifically the Operation of the United Forces.  
Relevance: Staffer will receive an update on the conflict in eastern Ukraine from military experts in the region and will tour the Kramatorsk base of the Operation of the United Forces.

12:00 p.m. – 1:30 p.m. Lunch and Discussion with Representatives of the Operation of the United Forces  
Location: Headquarters of the Operation of the United Forces, Kramatorsk, Ukraine  
Participants: Representatives from the Operation of the United Forces and the Security Service of Ukraine.  
Topics of discussion: The conflict in eastern Ukraine and the state of Ukrainian forces in the region, specifically the Operation of the United Forces.  
Relevance: Staffers will receive further updates on the conflict in eastern Ukraine from military experts in the region.

2:00 p.m. – 4:00 p.m. Meeting with Local Activists and Residents  
Location: Sloviansk, Ukraine  
Participants: Local residents representing local NGOs, news sources, and government, including: Movement for Strong Communities (NGO), Sloviansk Together (NGO), Ukrainians for Donetsk Oblast (NGO), East and West Together (NGO), Women Helping Veterans (NGO), Sloviansk Community Council, Oblast Administration for Veterans Affairs  
Topics of discussion: The effect of the conflict in eastern Ukraine on residents in the area.  
Relevance: Staffers will learn about the conflict in eastern Ukraine from the perspective of local civilians and activists.

- 4:00 p.m. Departure from Kramatorsk, Ukraine for Kharkiv, Ukraine
- 6:30 p.m. – 8:30 p.m. Briefing and Dinner: Future of the Ukraine Conflict  
Location: TBD in Kharkiv, Ukraine  
Participants: Representatives from the Armed Forces of Ukraine and the Security Service of Ukraine.  
Topics of discussion: The historical roots of the conflict in eastern Ukraine, and an in-depth history of the conflict since 2014, and how the conflict may look going forward.  
Relevance: Staffers will receive an in-depth briefing on the potential future of the conflict in eastern Ukraine.

**Wednesday, August 28, 2019**

- 9:00 a.m. Travel to International Airport Kharkiv  
Transportation: Shuttle
- 11:30 a.m. Departure from Kharkiv, Ukraine for Kyiv, Ukraine  
Location: International Airport Kharkiv  
Flight: Ukraine International Airlines Flight 26
- 12:30 p.m. Arrival in Kyiv, Ukraine  
Location: Boryspil International Airport
- 1:30 p.m. Travel to Hotel, Check-in  
Location: Radisson Blu Hotel, Yaroslaviv Val St, 22, Kyiv, Ukraine, 02000  
Transportation: Shuttle
- 1:30 p.m. – 2:30 p.m. Lunch  
Location: TBD
- 3:00 p.m. – 4:00 p.m. Meeting with Alvaras Abromavičius, Economic Policy Adviser and Former Minister of Economy and Trade  
Location: TBD  
Topics of discussion: Minister Abromavičius's role in the new presidential administration, economic development in Ukraine.  
Relevance: Staffers will hear from a political player who has had major roles both in past presidential administrations and in the current administration. They will receive insight into the economic status and development of Ukraine, as well as its trade relations with various partners, including the United States.
- 4:30 p.m. – 5:30 p.m. Meeting with Oksana Markarova, Minister of Finance of Ukraine  
Location: TBD  
Topics of discussion: Minister Markarova's work in her position, her career, and the status of economic transparency and reform in Ukraine.  
Relevance: Staffers will hear from an expert on Ukraine's economy and will learn about her plans for the country's economic recovery, reform, and future growth.
- 6:00 p.m. – 9:00 p.m. Dinner with Ulana Suprun, Minister of Health of Ukraine  
Location: TBD  
Topics of discussion: Dr. Suprun's work in her position, her career, and the recent health reforms in Ukraine.  
Relevance: Staffers will hear the unique viewpoint of a Ukrainian-American working in the Ukrainian government. They will also hear details of the recent overhaul of the healthcare system in Ukraine, which thus far has been described as successful.

**Thursday, August 29, 2019**

- 9:00 a.m. – 10:00 a.m. Meeting with Andriy Kobolyev, CEO, Naftogaz of Ukraine  
Location: B. Khmelnytskogo St., 6, Kyiv, 01601, Ukraine  
Topics of discussion: The history of Naftogaz as a state-owned company in Ukraine and the company reforms that have taken place within the last few years.  
Relevance: Staffers will learn about the history of corruption within an important national company, and the steps the company has taken since 2014 to reform.
- 10:30 a.m. – 11:30 a.m. Meeting with Oleksandr Danylyuk, Secretary of the National Security and Defense Council of Ukraine (NSDC)  
Location: TBD  
Topics of discussion: Minister Danylyuk's former position as minister of finance, his transition to his current position, and the current security status of Ukraine.  
Relevance: Staffers will hear about the security status of Ukraine, and what the current presidential administration is doing to maintain the country's security.
- 12:00 p.m. – 1:00 p.m. Lunch  
Location: TBD
- 1:30 p.m. – 2:30 p.m. Meeting with Volodymyr Zelenskyy, President of Ukraine  
Location: TBD  
Topics of discussion: President Zelenskyy's campaign and election, his vision for Ukraine's political and economic future, and US Ukraine relations.  
Relevance: Staffers will meet with the recently-elected president of Ukraine. They will learn about his campaign, his transition into government, and his thoughts on the future of Ukraine's security, economy, and foreign relations.
- 3:00 p.m. – 4:00 p.m. Meeting with Hanna Hopko, Member of Parliament of Ukraine  
Location: TBD  
Topics of discussion: Ms. Hopko's work in the Ukrainian Parliament, her vision of the future of Ukraine, and Ukraine's foreign policy.  
Relevance: Staffers will hear the viewpoint of a prominent political voice in Ukraine and be able to compare it with other views that they hear throughout the week.
- 4:30 p.m. – 5:30 p.m. Meeting with Svyatoslav (Slava) Vakarchuk, Politician, Singer, and Activist  
Location: TBD  
Topics of discussion: Mr. Vakarchuk's political views, his new political party *Holos*, his political plans, and his vision for the future of Ukraine.  
Relevance: Staffers will hear from a popular Ukrainian singer who is transitioning into politics. They will learn about his goals in this transition and his vision for Ukraine's future.
- 6:30 p.m. – 8:30 p.m. Dinner Discussion: Independent Media in Ukraine  
Location: TBD  
Participants: Representatives from the Ukraine Crisis Media Center, Hromodske International, and StopFake (independent news and media organizations)  
Topics of discussion: The state of the media in Ukraine, disinformation campaigns in the countries, and the independence and freedom of the press.  
Relevance: Staffers will learn about the state of the media and Ukraine and how it could affect public opinion locally in the rest of the world.



**Friday, August 30, 2019**

- 9:00 a.m. – 10:00 a.m. Meeting with Petro Poroshenko, Former President of Ukraine  
Location: TBD  
Topics of discussion: President Poroshenko's presidency  
Relevance: Staffers will hear from the former president of Ukraine, and will learn about his future plans following his presidency, along with his thoughts on the new administration.
- 10:30 a.m. – 11:30 a.m. Meeting with Ivan Bakanov, First Deputy Chief of the Security Service of Ukraine  
Location: TBD  
Topics of discussion: Ukraine's security situation, how the Security Service attempts to combat Russian aggression and influence in the country.  
Relevance: Staffers will learn about the specific steps this element of the Ukrainian government has taken to protect the country, both physically and in the cyber/information space.
- 12:00 p.m. – 1:00 p.m. Lunch  
Location: TBD
- 1:30 p.m. – 2:30 p.m. Meeting with Ivanna Klympush-Tsintsadze, Vice-Prime-Minister for European and Euro-Atlantic Integration of Ukraine  
Location: TBD  
Topics of discussion: Ms. Klympush-Tsintsadze's work in her political position and the future of the relationship between Ukraine and the rest of Europe, including the EU and NATO.  
Relevance: Staffers will hear the viewpoint of one political voice in Ukraine and learn about Ukraine's relationship with the rest of Europe.
- 3:00 p.m. – 4:00 p.m. Meeting with Yulia Tymoshenko, Former Prime Minister of Ukraine and Current Member of the Verkhovna Rada  
Location: Batkivshchyna Party Headquarters, Turivska St, 13, Kyiv, Ukraine 02000  
Topics of discussion: Ms. Tymoshenko's work in her former position, her future plans, and her vision of the overarching future of Ukraine.  
Relevance: Staffers will hear the viewpoint of a politician who participated in the recent Ukrainian presidential election, specifically her future plans and her vision for the future of Ukraine.
- 4:30 p.m. – 5:30 p.m. Meeting with Artem Sytnyk, Director of the National Anti-Corruption Bureau of Ukraine  
Location: National Anti-Corruption Bureau of Ukraine, 3 Vasylia Surykova St., Kyiv, Ukraine 02000  
Topics of discussion: Mr. Sytnyk's work in his position, the progress that Ukraine has made in confronting corruption, and the work that is still to be done on this topic.  
Relevance: Staffers will hear the viewpoint of one political voice in Ukraine and will learn more about the prevalence and effects of corruption in Ukraine.

**Saturday, August 31, 2019**